



3015 (02-09-04)

ANNUAL REPORT

OF

Name: WAVERLY SANITARY DISTRICT

Principal Office: N8722 COUNTY ROAD LP
MENASHA, WI 54952

For the Year Ended: DECEMBER 31, 2002

**WATER, ELECTRIC, OR JOINT UTILITY
TO
PUBLIC SERVICE COMMISSION OF WISCONSIN**P.O. Box 7854
Madison, WI 53707-7854
(608) 266-3766

This form is required under Wis. Stat. § 196.07. Failure to file the form by the statutory filing date can result in the imposition of a penalty under Wis. Stat. § 196.66. The penalty which can be imposed by this section of the statutes is a forfeiture of not less than \$25 nor more than \$5,000 for each violation. Each day subsequent to the filing date constitutes a separate and distinct violation. The filed form is available to the public and personally identifiable information may be used for purposes other than those related to public utility regulation.

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IDENTIFICATION AND OWNERSHIP

Exact Utility Name: WAVERLY SANITARY DISTRICT

Utility Address: N8722 COUNTY ROAD LP
MENASHA, WI 54952

When was utility organized? 8/21/1972

Report any change in name:

Effective Date:

Utility Web Site:

Utility employee in charge of correspondence concerning this report:

Name: MS. CATHERINE M GIRDLEY

Title: OFFICE MANAGER

Office Address: WAVERLY SANITARY DISTRICT
N8722 COUNTY ROAD LP
MENASHA, WI 54952

Telephone: (920) 731 - 0002

Fax Number: (920) 731 - 2955

E-mail Address: cathyg@new.rr.com

Individual or firm, if other than utility employee, preparing this report:

Name:

Title:

Office Address:

Telephone:

Fax Number:

E-mail Address:

President, chairman, or head of utility commission/board or committee:

Name: MR. WILLIAM C. HELEIN

Title: COMMISSION PRESIDENT

Office Address:

W6419 FIRE LANE 8
MENASHA, WI 54952

Telephone: (920) 739 - 4925

Fax Number:

E-mail Address: N/A

Are records of utility audited by individuals or firms, other than utility employee? YES

IDENTIFICATION AND OWNERSHIP

Individual or firm, if other than utility employee, auditing utility records:

Name: MR. BLAINE PRIEBUSH

Title: CERTIFIED PUBLIC ACCOUNTANT

Office Address: ERICKSON & ASSOCIATES, S.C.
1000 WEST COLLEGE AVENUE
APPLETON, WI 54912

Telephone: (920) 733 - 4957

Fax Number: (920) 733 - 6221

E-mail Address: N/A

Date of most recent audit report: 12/31/2001

Period covered by most recent audit: 2001

Names and titles of utility management including manager or superintendent:

Name: MR DAVID A VICK

Title: SYSTEMS OPERATOR

Office Address: WAVERLY SANITARY DISTRICT
N8722 COUNTY ROAD LP
MENASHA, WI 54952

Telephone: (920) 731 - 0002

Fax Number: (920) 731 - 2955

E-mail Address: davidvick@new.rr.com

Name: MR WILLIAM C HELEIN

Title: COMMISSION PRESIDENT

Office Address: WAVERLY SANITARY DISTRICT
N8722 COUNTY ROAD LP
MENASHA, WI 54952

Telephone: (920) 731 - 0002

Fax Number: (920) 731 - 2955

E-mail Address: commish02@new.rr.com

Name: MS CATHERINE M GIRDLEY

Title: OFFICE MANAGER

Office Address: WAVERLY SANITARY DISTRICT
N8722 COUNTY ROAD LP
MENASHA, WI 54952

Telephone: (920) 731 - 0002

Fax Number: (920) 731 - 2955

E-mail Address: cathyg@new.rr.com

Name of utility commission/committee: WAVERLY SANITARY DISTRICT COMMISSION

Names of members of utility commission/committee:

MS LAURIE J FULCER, SECRETARY
MR WILLIAM C HELEIN, PRESIDENT

IDENTIFICATION AND OWNERSHIP

Is sewer service rendered by the utility?

If "yes," has the municipality by ordinance considered the water and sewer service into a single public utility, as provided by Wis. Stat. § 66.0819 of the Wisconsin Statutes? YES

Date of Ordinance: 9/1/1983

Are any of the utility administrative or operational functions under contract or agreement with an outside provider for the year covered by this annual report and/or current year (i.e., operation of water or sewer treatment plant)? NO

Provide the following information regarding the provider(s) of contract services:

Firm Name:

Contact Person:

Title:

Telephone:

Fax Number:

E-mail Address:

Contract/Agreement beginning-ending dates:

Provide a brief description of the nature of Contract Operations being provided:

N/A

INCOME STATEMENT

Particulars (a)	This Year (b)	Last Year (c)	
UTILITY OPERATING INCOME			
Operating Revenues (400)	507,524	455,934	1
Operating Expenses:			
Operation and Maintenance Expense (401)	383,999	311,508	2
Depreciation Expense (403)	80,950	63,507	3
Amortization Expense (404)	0	0	4
Taxes (408)	8,349	7,102	5
Total Operating Expenses	473,298	382,117	
Net Operating Income	34,226	73,817	
Income from Utility Plant Leased to Others (412-413)	0	0	6
Utility Operating Income	34,226	73,817	
OTHER INCOME			
Income from Merchandising, Jobbing and Contract Work (415-416)	0	0	7
Nonoperating Rental Income (418)	0	0	8
Interest and Dividend Income (419)	3,434	4,706	9
Miscellaneous Nonoperating Income (421)	221	37	10
Total Other Income	3,655	4,743	
Total Income	37,881	78,560	
MISCELLANEOUS INCOME DEDUCTIONS			
Miscellaneous Amortization (425)	0	0	11
Other Income Deductions (426)	0	0	12
Total Miscellaneous Income Deductions	0	0	
Income Before Interest Charges	37,881	78,560	
INTEREST CHARGES			
Interest on Long-Term Debt (427)	0	4,179	13
Amortization of Debt Discount and Expense (428)	0	5,138	14
Amortization of Premium on Debt--Cr. (429)	0	0	15
Interest on Debt to Municipality (430)	0	0	16
Other Interest Expense (431)	0	0	17
Interest Charged to Construction--Cr. (432)	0	0	18
Total Interest Charges	0	9,317	
Net Income	37,881	69,243	
EARNED SURPLUS			
Unappropriated Earned Surplus (Beginning of Year) (216)	87,975	18,732	19
Balance Transferred from Income (433)	37,881	69,243	20
Miscellaneous Credits to Surplus (434)	0	0	21
Miscellaneous Debits to Surplus--Debit (435)	0	0	22
Appropriations of Surplus--Debit (436)	0	0	23
Appropriations of Income to Municipal Funds--Debit (439)	0	0	24
Total Unappropriated Earned Surplus End of Year (216)	125,856	87,975	

INCOME STATEMENT ACCOUNT DETAILS

1. Report each item (when individually or when like items are combined) greater than \$10,000 (class AB), \$5,000 (class C) and \$2,000 (class D) and all other lesser amounts grouped as Miscellaneous. Describe fully using other than account titles.
 2. Nonregulated sewer income should be reported as Miscellaneous Nonoperating Income, Account 421.

Description of Item (a)	Amount (b)	
Revenues from Utility Plant Leased to Others (412):		
NONE		1
Total (Acct. 412):	0	
Expenses of Utility Plant Leased to Others (413):		
NONE		2
Total (Acct. 413):	0	
Nonoperating Rental Income (418):		
NONE		3
Total (Acct. 418):	0	
Interest and Dividend Income (419):		
INTEREST ON CHECKING/SAVING ACCOUNTS	3,434	4
Total (Acct. 419):	3,434	
Miscellaneous Nonoperating Income (421):		
REATOR ASSESSMENT INFORMATION FEES/SPECIAL MEETING FEE	221	5
Total (Acct. 421):	221	
Miscellaneous Amortization (425):		
NONE		6
Total (Acct. 425):	0	
Other Income Deductions (426):		
NONE		7
Total (Acct. 426):	0	
Miscellaneous Credits to Surplus (434):		
NONE		8
Total (Acct. 434):	0	
Miscellaneous Debits to Surplus (435):		
NONE		9
Total (Acct. 435)--Debit:	0	
Appropriations of Surplus (436):		
Detail appropriations to (from) account 215		10
Total (Acct. 436)--Debit:	0	
Appropriations of Income to Municipal Funds (439):		
NONE		11
Total (Acct. 439)--Debit:	0	

INCOME FROM MERCHANDISING, JOBBING & CONTRACT WORK (ACCTS. 415-416)

Particulars (a)	Water (b)	Electric (c)	Sewer (d)	Gas (e)	Total (f)	
Revenues (account 415)	0	0	0	0	0	1
Costs and Expenses of Merchandising, Jobbing and Contract Work (416):						
Cost of merchandise sold	0	0	0	0	0	2
Payroll	0	0	0	0	0	3
Materials	0	0	0	0	0	4
Taxes	0	0	0	0	0	5
Other (list by major classes):						
NONE	0	0	0	0	0	6
Total costs and expenses	0	0	0	0	0	
Net income (or loss)	0	0	0	0	0	

REVENUES SUBJECT TO WISCONSIN REMAINDER ASSESSMENT

1. Report data necessary to calculate revenue subject to Wisconsin remainder assessment pursuant to Wis. Stat. § 196.85(2) and Wis. Admin. Code Ch. PSC 5.
 2. If the sewer department is not regulated by the PSC, do not report sewer department data in column (d).

Description (a)	Water Utility (b)	Electric Utility (c)	Sewer Utility (Regulated Only) (d)	Gas Utility (e)	Total (f)	
Total operating revenues	507,524	0	0	0	507,524	1
Less: interdepartmental sales	300	0	0	0	300	2
Less: interdepartmental rents	0	0	0	0	0	3
Less: return on net investment in meters charged to regulated sewer department. (Do not report if nonregulated sewer.)	0	0	0	0	0	4
Less: uncollectibles directly expensed as reported in water acct. 904 (690 class D), sewer acct. 843, and electric acct. 904 (590 class D) -or- Net write-offs when Accumulated Provision for Uncollectible Accounts (acct. 144) is maintained	0	0	0	0	0	5
Other Increases or (Decreases) to Operating Revenues - Specify:						
NONE		0	0	0	0	6
Revenues subject to Wisconsin Remainder Assessment	507,224	0	0	0	507,224	

BALANCE SHEET

Assets and Other Debits (a)	Balance End of Year (b)	Balance First of Year (c)	
UTILITY PLANT			
Utility Plant (100)	5,161,873	4,156,584	1
Less: Accumulated Provision for Depreciation and Amortization of Utility Plant (110)	573,060	509,306	2
Net Utility Plant	4,588,813	3,647,278	
OTHER PROPERTY AND INVESTMENTS			
Nonutility Property (121)	0	0	3
Less: Accumulated Provision for Depreciation and Amortization of Nonutility Property (122)	0	0	4
Net Nonutility Property	0	0	
Investment in Municipality (123)	0	0	5
Other Investments (124)	0	0	6
Special Funds (125)	0	0	7
Total Other Property and Investments	0	0	
CURRENT AND ACCRUED ASSETS			
Cash and Working Funds (131)	183,817	283,681	8
Temporary Cash Investments (132)	0	0	9
Notes Receivable (141)	0	0	10
Customer Accounts Receivable (142)	33,463	43,049	11
Other Accounts Receivable (143)	0	0	12
Accumulated Provision for Uncollectible Accounts- -Cr. (144)	0	0	13
Receivables from Municipality (145)	0	0	14
Materials and Supplies (150)	1,801	1,122	15
Prepayments (165)	6,727	5,278	16
Other Current and Accrued Assets (170)	0	0	17
Total Current and Accrued Assets	225,808	333,130	
DEFERRED DEBITS			
Unamortized Debt Discount and Expense (181)	0	0	18
Extraordinary Property Losses (182)	0	0	19
Other Deferred Debits (183)	0	0	20
Total Deferred Debits	0	0	
Total Assets and Other Debits	4,814,621	3,980,408	

BALANCE SHEET

Liabilities and Other Credits (a)	Balance End of Year (b)	Balance First of Year (c)	
PROPRIETARY CAPITAL			
Capital Paid in by Municipality (200)	578,170	216,917	21
Appropriated Earned Surplus (215)	0	0	22
Unappropriated Earned Surplus (216)	125,856	87,975	23
Total Proprietary Capital	704,026	304,892	
LONG-TERM DEBT			
Bonds (221)	0	0	24
Advances from Municipality (223)	117,301	0	25
Other long-Term Debt (224)	0	0	26
Total Long-Term Debt	117,301	0	
CURRENT AND ACCRUED LIABILITIES			
Notes Payable (231)	0	0	27
Accounts Payable (232)	41,267	25,882	28
Payables to Municipality (233)	0	260,865	29
Customer Deposits (235)	0	0	30
Taxes Accrued (236)	2,689	1,988	31
Interest Accrued (237)	0	0	32
Other Current and Accrued Liabilities (238)	0	0	33
Total Current and Accrued Liabilities	43,956	288,735	
DEFERRED CREDITS			
Unamortized Premium on Debt (251)	0	0	34
Customer Advances for Construction (252)	0	0	35
Other Deferred Credits (253)	0	0	36
Total Deferred Credits	0	0	
OPERATING RESERVES			
Miscellaneous Operating Reserves (265)	0	0	37
Total Operating Reserves	0	0	
CONTRIBUTIONS IN AID OF CONSTRUCTION			
Contributions in Aid of Construction (271)	3,949,338	3,386,781	38
Total Liabilities and Other Credits	4,814,621	3,980,408	

NET UTILITY PLANT

Report utility plant accounts and related accumulated provisions for depreciation and amortization after allocation of common plant accounts and related provisions for depreciation and amortization to utility departments as of December 31.

Particulars (a)	Water (b)	Sewer (c)	Gas (d)	Electric (e)	
Plant Accounts:					
Utility Plant in Service (100)	5,161,873	0	0	0	1
Utility Plant Purchased or Sold (391)	0				2
Utility Plant in Process of Reclassification (392)	0				3
Utility Plant Leased to Others (393)	0				4
Property Held for Future Use (394)	0				5
Construction Work in Progress (395)	0				6
Utility Plant Acquisition Adjustments (396)	0				7
Other Utility Plant Adjustments (397)	0				8
Total Utility Plant	5,161,873	0	0	0	
Accumulated Provision for Depreciation and Amortization:					
Accumulated Provision for Depreciation of Utility Plant in Service (110)	573,060	0	0	0	9
Total Accumulated Provision	573,060	0	0	0	
Net Utility Plant	4,588,813	0	0	0	

ACCUMULATED PROVISION FOR DEPRECIATION AND AMORTIZATION OF UTILITY PLANT (ACCT. 110)

Depreciation Accruals (Credits) during the year:

1. Report the amounts charged in the operating sections to Depreciation Expense (403).
2. If sewer operations are nonregulated, do not report sewer depreciation on this schedule.
3. Report the Depreciation Expense on Meters charged to sewer operations as an addition in the Water column.
If the sewer is also a regulated utility by the PSC, report an equal amount as a reduction in the Sewer column.
4. Report all other accruals charged to other accounts, such as to clearing accounts.

Particulars (a)	Water (b)	(c)	(d)	(e)	Total (f)	
Balance first of year	509,306				509,306	1
Credits During Year						2
Accruals:						3
Charged depreciation expense (403)	80,950				80,950	4
Depreciation expense on meters						5
charged to sewer (see Note 3)	5,859				5,859	6
Accruals charged other						7
accounts (specify):						8
					0	9
Salvage					0	10
Other credits (specify):						11
					0	12
Total credits	86,809	0	0	0	86,809	13
Debits during year						14
Book cost of plant retired	17,196				17,196	15
Cost of removal					0	16
Other debits (specify):						17
Meter Depreciation to Sewer	5,859				5,859	18
Total debits	23,055	0	0	0	23,055	19
Balance End of Year	573,060	0	0	0	573,060	20
Composite Depreciation Rate?	No					21
If yes, what is the rate?						22

NET NONUTILITY PROPERTY (ACCTS. 121 & 122)

1. Report separately each item of property with a book cost of \$5,000 or more included in account 121.
2. Other items may be grouped by classes of property.
3. Describe in detail any investment in sewer department carried in this account.

Description (a)	Balance First of Year (b)	Additions During Year (c)	Deductions During Year (d)	Balance End of Year (e)	
Nonregulated sewer plant	0	0	0	0	1
Other (specify):					
NONE	0	0	0	0	2
Total Nonutility Property (121)	0	0	0	0	
Less accum. prov. depr. & amort. (122)	0	0	0	0	3
Net Nonutility Property	0	0	0	0	

ACCUMULATED PROVISION FOR UNCOLLECTIBLE ACCOUNTS-CR. (ACCT. 144)

Particulars (a)	Amount (b)
Balance first of year	0 1
Additions:	
Provision for uncollectibles during year	0 2
Collection of accounts previously written off: Utility Customers	0 3
Collection of accounts previously written off: Others	0 4
Total Additions	0
Deductions:	
Accounts written off during the year: Utility Customers	0 5
Accounts written off during the year: Others	0 6
Total accounts written off	0
Balance end of year	0

MATERIALS AND SUPPLIES

Account (a)	Generation (b)	Transmission (c)	Distribution (d)	Other (e)	Total End of Year (f)	Amount Prior Year (g)
Electric Utility						
Fuel for generation	0	0	0	0	0	0 1
Other	0	0	0	0	0	0 2
Total Electric Utility					0	0

Account	Total End of Year	Amount Prior Year
Electric utility total	0	0 1
Water utility	1,801	1,122 2
Sewer utility	0	0 3
Gas utility	0	0 4
Merchandise	0	0 5
Other materials & supplies	0	0 6
Total Materials and Supplies	1,801	1,122

**UNAMORTIZED DEBT DISCOUNT & EXPENSE & PREMIUM ON DEBT
(ACCTS. 181 AND 251)**

Report net discount and expense or premium separately for each security issue.

Debt Issue to Which Related (a)	Written Off During Year		Balance End of Year (d)	
	Amount (b)	Account Charged or Credited (c)		
Unamortized debt discount & expense (181)				
NONE	0	0	0	1
Total			0	
Unamortized premium on debt (251)				
NONE	0	0	0	2
Total			0	

CAPITAL PAID IN BY MUNICIPALITY (ACCT. 200)

Report each item (when individually or when like items are combined) greater than \$10,000 (class AB), \$5,000 (class C) and \$2,000 (class D, sewer and privates) and all other lesser amounts grouped as Miscellaneous. Describe fully using other than account titles.

Particulars (a)	Amount (b)	
Balance first of year	216,917	1
Changes during year (explain):		
COST OF NEW DISTRICT FACILITY DURING YEAR 2002	361,253	2
Balance end of year	578,170	

BONDS (ACCT. 221)

1. Report hereunder information required for each separate issue of bonds.
2. If there is more than one interest rate for an aggregate obligation issue, average the interest rates and report one rate.
3. Proceeds advanced by the municipality from sale of general obligation bonds, if repayable by utility, should be included in account 223.

Description of Issue (a)	Date of Issue (b)	Final Maturity Date (c)	Interest Rate (d)	Principal Amount End of Year (e)	
NONE	11/15/1998	12/01/2005	3.94%	0	1
Total Bonds (Account 221):				0	

NOTES PAYABLE & MISCELLANEOUS LONG-TERM DEBT

1. Report each class of debt included in Accounts 223, 224 and 231.
2. Proceeds of general obligation issues, if subject to repayment by the utility, should be included in Account 223.
3. If there is more than one interest rate for an aggregate obligation issue, average the interest rates and report one rate.

Account and Description of Obligation (a and b)	Date of Issue (c)	Final Maturity Date (d)	Interest Rate (e)	Principal Amount End of Year (f)	
Advances (223)					
GENERAL FUND - INTERFUND ACTIVITY TEMPOR	01/01/2002	12/31/2002	0.00%	117,301	1
Total for Account 223				117,301	

TAXES ACCRUED (ACCT. 236)

Particulars (a)	Amount (b)	
Balance first of year	1,988	1
Accruals:		
Charged water department expense	8,349	2
Charged electric department expense	0	3
Charged sewer department expense	0	4
Other (explain):		
None	0	5
Total Accruals and other credits	8,349	
Taxes paid during year:		
County, state and local taxes	0	6
Social Security taxes	7,150	7
PSC Remainder Assessment	498	8
Other (explain):		
None	0	9
Total payments and other debits	7,648	
Balance end of year	2,689	

INTEREST ACCRUED (ACCT. 237)

1. Report below interest accrued on each utility obligation.
 2. Report Customer Deposits under Account 231.

Description of Issue (a)	Interest Accrued Balance First of Year (b)	Interest Accrued During Year (c)	Interest Paid During Year (d)	Interest Accrued Balance End of Year (e)	
Bonds (221)					
NONE	0	0	0	0	1
Subtotal	0	0	0	0	
Advances from Municipality (223)					
NONE	0	0	0	0	2
Subtotal	0	0	0	0	
Other long-Term Debt (224)					
NONE	0	0	0	0	3
Subtotal	0	0	0	0	
Notes Payable (231)					
NONE	0	0	0	0	4
Subtotal	0	0	0	0	
Total	0	0	0	0	

CONTRIBUTIONS IN AID OF CONSTRUCTION (ACCOUNT 271)

Particulars (a)	Water (b)	Electric		Sewer (e)	Gas (f)	Total (g)	
		Distribution (c)	Other (d)				
Balance First of Year	3,386,781	0	0	0	0	3,386,781	1
Add credits during year:							
For Services	120,817	0	0	0	0	120,817	2
For Mains	365,291	0	0	0	0	365,291	3
Other (specify):							
HYDRANTS	69,300	0	0	0	0	69,300	4
NORTHSHORE ESTATES-PHASE II WATERMAIN ASSESSMENT CONTRIBUTION	7,149	0	0	0	0	7,149	5
Deduct charges (specify):							
NONE	0	0	0	0	0	0	6
Balance End of Year	3,949,338	0	0	0	0	3,949,338	
Amount of federal and state grants in aid received for utility construction included in End of Year totals	139,383	0	0	0	0	139,383	7

BALANCE SHEET END-OF-YEAR ACCOUNT BALANCES

Report each item (when individually or when like items are combined) greater than \$10,000 (class AB), \$5,000 (class C) and \$2,000 (class D) and all other lesser amounts grouped as Miscellaneous. Describe fully using other than account titles.

Particulars (a)	Balance End of Year (b)	
Investment in Municipality (123):		
NONE	0	1
Total (Acct. 123):	0	
Other Investments (124):		
NONE	0	2
Total (Acct. 124):	0	
Special Funds (125):		
NONE	0	3
Total (Acct. 125):	0	
Notes Receivable (141):		
NONE	0	4
Total (Acct. 141):	0	
Customer Accounts Receivable (142):		
Water	33,463	5
Electric	0	6
Sewer (Regulated)	0	7
Other (specify):		
NONE	0	8
Total (Acct. 142):	33,463	
Other Accounts Receivable (143):		
Sewer (Non-regulated)	0	9
Merchandising, jobbing and contract work	0	10
Other (specify):		
NONE	0	11
Total (Acct. 143):	0	
Receivables from Municipality (145):		
NONE	0	12
Total (Acct. 145):	0	
Prepayments (165):		
INSURANCE	6,727	13
Total (Acct. 165):	6,727	
Extraordinary Property Losses (182):		
NONE	0	14
Total (Acct. 182):	0	
Other Deferred Debits (183):		
NONE	0	15
Total (Acct. 183):	0	

BALANCE SHEET END-OF-YEAR ACCOUNT BALANCES

Report each item (when individually or when like items are combined) greater than \$10,000 (class AB), \$5,000 (class C) and \$2,000 (class D) and all other lesser amounts grouped as Miscellaneous. Describe fully using other than account titles.

Particulars (a)	Balance End of Year (b)	
Payables to Municipality (233):		
NONE	0	16
Total (Acct. 233):	0	
Other Deferred Credits (253):		
NONE	0	17
Total (Acct. 253):	0	

RETURN ON RATE BASE COMPUTATION

1. The data used in calculating rate base are averages.
2. Calculate those averages by summing the first-of-year and the end-of-year figures for each account and then dividing the sum by two.
3. Note: Do not include property held for future use or construction work in progress with utility plant in service. These are not rate base components.

Average Rate Base (a)	Water (b)	Electric (c)	Sewer (d)	Gas (e)	Total (f)	
Add Average:						
Utility Plant in Service	4,659,228	0	0	0	4,659,228	1
Materials and Supplies	1,461	0	0	0	1,461	2
Other (specify):						
NONE	0	0	0	0	0	3
Less Average:						
Reserve for Depreciation	541,183	0	0	0	541,183	4
Customer Advances for Construction	0	0	0	0	0	5
Contributions in Aid of Construction	3,668,059	0	0	0	3,668,059	6
Other (specify):						
NONE	0	0	0	0	0	7
Average Net Rate Base	451,447	0	0	0	451,447	
Net Operating Income	34,226	0	0	0	34,226	8
Net Operating Income as a percent of Average Net Rate Base						
	7.58%	N/A	N/A	N/A	7.58%	

RETURN ON PROPRIETARY CAPITAL COMPUTATION

1. The data used in calculating proprietary capital are averages.
 2. Calculate those averages by summing the first-of-year and end-of-year figures for each account and then dividing by two.

Description (a)	Amount (b)	
Average Proprietary Capital		
Capital Paid in by Municipality	397,543	1
Appropriated Earned Surplus	0	2
Unappropriated Earned Surplus	106,915	3
Other (Specify):		
NONE	0	4
Total Average Proprietary Capital	504,458	
Net Income		
Net Income	37,881	5
 Percent Return on Proprietary Capital	 7.51%	

IMPORTANT CHANGES DURING THE YEAR

Report changes of any of the following types:

1. Acquisitions.

None

2. Leaseholder changes.

None

IMPORTANT CHANGES DURING THE YEAR

Report changes of any of the following types:

3. Extensions of service.

Seven development projects were completed and accepted during 2002:

- Pine Tree Estates
- Northshore Estates-Phase II
- Woodland Road
- 1st. Addition-Southfield Estates
- Lake Park Villas
- Lake Park Square
- Woodland Terrace Estates

All developments were completely funded by the private developers.

Note: As stated in the 2001 report - the Lake Park Road project and all of its related financial information, accepted by the Waverly Sanitary District during 12/01, was included in the 2001 report.

However, due to the 12/01 project acceptance time-frame, the fire protection revenue amount that is generated based on the hydrant count and certified to the County for collection via the tax bills during November of each year, did not reflect this project. The additional fire protection revenue, based on this project's hydrant count, is reflected on the 2002 report.

Additional Note: The year 2001 annual report did reflect the 18 additional hydrants installed in the Lake Park project -- on page W-18.

IMPORTANT CHANGES DURING THE YEAR

Report changes of any of the following types:

4. Estimated changes in revenues due to rate changes.

None

5. Obligations incurred or assumed, excluding commercial paper.

None

6. Formal proceedings with the Public Service Commission.

None

7. Any additional matters.

None

FINANCIAL SECTION FOOTNOTES

Capital Paid in by Municipality (Acct. 200) (Page F-12)

The Waverly Sanitary District built a new office/shop facility building during 2002. The amount indicated represents the total cost of the building, the furniture/equipment, and the computer system during 2002.

Bonds (Acct. 221) (Page F-13)

The Waverly Sanitary District paid its GO Refunding Bond debt in full as of 12/01/01.

Notes Payable & Miscellaneous Long-Term Debt (Page F-14)

The District's interfund activity temporary borrowing amount is being recorded under acct. 223 as instructed in the PSC's 8/7/02 correspondence.

The temporary borrowing that occurs throughout the year was incorrectly reported under acct. 233 during year 2001 and prompted the PSC's instruction of correct reporting placement in acct. 223.

FINANCIAL SECTION FOOTNOTES

Identification and Ownership - Contacts (Page iv)

8/15/03 reply:
August 15, 2003

Dear Elaine:

I apologize for exceeding the 30 day response timeframe by a couple of days, but the Waverly Sanitary District's CPA Blaine Priebush was out of his office due his firm's scheduled audits.

I met with the accountant and discussed your 7/14/03 concerns regarding the District's 2002 annual report and also our 7/22/03 phone conversations.

I was incorrect to report the sewer portion of meter depreciation under account #474 on pg. W-4 and the future annual reports will not include the depreciation in this account.

The second future correction will be on Page F-7 (acct.#110) on which I will continue recording the depreciation expense on meters charged to sewer as a credit, but will no longer record the meter depreciation to sewer as a debit

And, again Elaine, thank you for your patience, assistance, and "understandable" explanations - it was appreciated.

Sincerely,

Catherine M. Girdley
Office Manager

cc: Waverly Sanitary District Commission

Accountant Blaine

7/14/03 email:
Dear Ms. Girdley:

The Public Service Commission (Commission) staff has completed its analytical review of your utility's 2002 annual report. The primary purpose of the analytical review is to detect possible reporting or accounting related errors and also to identify significant fluctuations from prior years' data that are not sufficiently explained in the annual report. The analytical review did identify the following issue:

Please explain why \$5,859 is reported as a credit for sewer's share of water meter depreciation to both Account 110, Page F-7 and to Account 474, Page W-4.

Responding to the questions posed from the analytical review does not preclude you from possibly receiving other inquiries from our office regarding your annual report in the future: for instance, during a rate case, construction authorization, or other Commission reviews.

We appreciate your cooperation in providing the above information. If you have any questions, please feel free to contact me at (608) 266-3768.

FINANCIAL SECTION FOOTNOTES

Please respond within 30 days of this letter. We prefer that you respond by e-mail if it is convenient for you to do so. My e-mail address is elaine.engelke@psc.state.wi.us. If we have no questions regarding your response, you can consider the review closed.

Sincerely,

Elaine Engelke
Financial Specialist
Division of Water, Compliance, and Consumer Affairs

The last construction I have record of was their first, new utility authn in 1983. I'll check into just what they did and pursue the authn need for this. Thanks, Peter

-----Original Message-----

From: Engelke, Elaine PSC
Sent: Friday, July 11, 2003 12:17 PM
To: Feneht, Peter PSC
Subject: 6335 Waverly

Waverly is reporting the following plant additions:

371 Structures and Improvements 328671 0
372 Office Furniture and Equipment 19899 0
372.1 Computer Equipment 10306 0

Acct. 371 states the new office/shop facility's cost incurred during 2002.

Acct. 372 reflects the new facility's furnishings and office equipment.

Acct. 372.1 states the cost of new computer equipment/system

Did they have or need PSC authorization?

WATER OPERATING REVENUES & EXPENSES

Particulars (a)	Amounts (b)	
Operating Revenues		
Sales of Water		
Sales of Water (460-467)	489,960	1
Total Sales of Water	489,960	
Other Operating Revenues		
Forfeited Discounts (470)	564	2
Other Water Revenues (474)	17,000	3
Amortization of Construction Grants (475)	0	4
Total Other Operating Revenues	17,564	
Total Operating Revenues	507,524	
Operation and Maintenance Expenses		
Plant Operation and Maintenance Expenses (600-660)	298,911	5
General Operating Expenses (680-690)	85,088	6
Total Operation and Maintenance Expenses	383,999	
Other Operating Expenses		
Depreciation Expense (403)	80,950	7
Amortization Expense (404)	0	8
Taxes (408)	8,349	9
Total Other Operating Expenses	89,299	
Total Operating Expenses	473,298	
NET OPERATING INCOME	34,226	

WATER OPERATING REVENUES - SALES OF WATER

1. Where customer meters record cubic feet, multiply by 7.48 to obtain number of gallons.
2. Report estimated gallons for unmetered sales.
3. Sales to multiple dwelling buildings through a single meter serving 3 or more family units should be classified commercial.
4. Account 460, Unmetered Sales to General Customers - Gallons of Water Sold should not include in any way quantity of water, i.e. metered, or measured by tank or pool volume. The quantity should be estimated based on size of pipe, flow, foot of frontage, etc. Bulk water sales should be Account 460 if the quantity is estimated and should be Account 461 if metered or measured by volume. Water related to construction should be a measured sale of water (either Account 461 or Account 464).
5. Other accounts: see application Help files for details.

Particulars (a)	Average No. Customers (b)	Thousands of Gallons of Water Sold (c)	Amounts (d)	
Operating Revenues				
Sales of Water				
Unmetered Sales to General Customers (460)				
Residential	0	0	0	1
Commercial	0	0	0	2
Industrial	0	0	0	3
Total Unmetered Sales to General Customers (460)	0	0	0	
Metered Sales to General Customers (461)				
Residential	1,144	58,012	369,381	4
Commercial	38	4,405	23,083	5
Industrial	2	321	1,696	6
Total Metered Sales to General Customers (461)	1,184	62,738	394,160	
Private Fire Protection Service (462)	0		0	7
Public Fire Protection Service (463)	1		91,337	8
Other Sales to Public Authorities (464)	2	1,076	4,163	9
Sales to Irrigation Customers (465)	0	0	0	10
Sales for Resale (466)	0	0	0	11
Interdepartmental Sales (467)	1	43	300	12
Total Sales of Water	1,188	63,857	489,960	

SALES FOR RESALE (ACCT. 466)

Use a separate line for each delivery point.

Customer Name (a)	Point of Delivery (b)	Thousands of Gallons Sold (c)	Revenues (d)
NONE	NONE	0	0 1
Total		0	0

OTHER OPERATING REVENUES (WATER)

1. Report revenues relating to each account and fully describe each item using other than the account title.
2. Report each item (when individually or when like items are combined) greater than \$10,000 (class AB), \$5,000 (class C) and \$2,000 (class D and privates) and all other lesser amounts grouped as Miscellaneous.
3. For a combined utility which also provides sewer service that is based upon water readings, report the return on net investment in meters charged to sewer department in Other Water Revenues (474).

Particulars (a)	Amount (b)	
Public Fire Protection Service (463):		
Amount billed (usually per rate schedule F-1 or Fd-1)	91,337	1
Wholesale fire protection billed	0	2
Amount billed for fighting fires outside utility's service areas (usually per rate schedule F-2 or BW-1)	0	3
Other (specify):		
NONE	0	4
Total Public Fire Protection Service (463)	91,337	
Forfeited Discounts (470):		
Customer late payment charges	564	5
Other (specify):		
NONE	0	6
Total Forfeited Discounts (470)	564	
Other Water Revenues (474):		
Return on net investment in meters charged to sewer department	8,014	7
Other (specify):		
CONSTRUCTION PERMIT FEES	3,127	8
SEWER PORTION OF METER DEPRECIATION	5,859	9
Total Other Water Revenues (474)	17,000	
Amortization of Construction Grants (475):		
NONE	0	10
Total Amortization of Construction Grants (475)	0	

WATER OPERATION & MAINTENANCE EXPENSES

Each expense account that has an increase or a decrease when compared to the previous year of greater than 30 percent, but not less than \$2,000, shall be fully explained in the schedule footnotes.

Particulars (a)	Amount (b)	
PLANT OPERATION AND MAINTENANCE EXPENSES		
Salaries and Wages (600)	44,511	1
Purchased Water (610)	227,817	2
Fuel or Power Purchased for Pumping (620)	642	3
Chemicals (630)	0	4
Supplies and Expenses (640)	12,779	5
Repairs of Water Plant (650)	9,914	6
Transportation Expenses (660)	3,248	7
Total Plant Operation and Maintenance Expenses	298,911	
 GENERAL OPERATING EXPENSES		
Administrative and General Salaries (680)	51,729	8
Office Supplies and Expenses (681)	7,263	9
Outside Services Employed (682)	6,150	10
Insurance Expense (684)	5,058	11
Employees Pensions and Benefits (686)	13,917	12
Regulatory Commission Expenses (688)	0	13
Miscellaneous General Expenses (689)	971	14
Uncollectible Accounts (690)	0	15
Total General Operating Expenses	85,088	
 Total Operation and Maintenance Expenses	383,999	

TAXES (ACCT. 408 - WATER)

When allocation of taxes is made between departments, explain method used.

Description of Tax (a)	Method Used to Allocate Between Departments (b)	Amount (c)	
Property Tax Equivalent	NONE		1
Less: Local and School Tax Equivalent on Meters Charged to Sewer Department			2
Net property tax equivalent		0	
Social Security	ALLOCATED ON GROSS PAYROLL	7,851	3
PSC Remainder Assessment		498	4
Other (specify): NONE		0	5
Total tax expense		8,349	

WATER UTILITY PLANT IN SERVICE

1. All adjustments, corrections and reclassifications should be reported in Column (f), Adjustments.
2. Explain fully as a schedule footnote the nature of all entries reported in Column (f), Adjustments.
3. Explain as a schedule footnote the dollar additions and retirements reported in Columns (c) and (e) for each account over \$10,000 not supported by statistical schedules.
4. Use only the account titles listed. If the utility has subaccounts other than account 372.1, combine them into one total and detail by subaccount as a schedule footnote.

Accounts (a)	Balance First of Year (b)	Additions During Year (c)	
INTANGIBLE PLANT			
Organization (301)	0	0	1
Franchises and Consents (302)	0	0	2
Miscellaneous Intangible Plant (303)	0	0	3
Total Intangible Plant	0	0	
SOURCE OF SUPPLY PLANT			
Land and Land Rights (310)	0	0	4
Structures and Improvements (311)	0	0	5
Collecting and Impounding Reservoirs (312)	0	0	6
Lake, River and Other Intakes (313)	0	0	7
Wells and Springs (314)	0	0	8
Infiltration Galleries and Tunnels (315)	0	0	9
Supply Mains (316)	0	0	10
Other Water Source Plant (317)	0	0	11
Total Source of Supply Plant	0	0	
PUMPING PLANT			
Land and Land Rights (320)	0	0	12
Structures and Improvements (321)	0	0	13
Boiler Plant Equipment (322)	0	0	14
Other Power Production Equipment (323)	0	0	15
Steam Pumping Equipment (324)	0	0	16
Electric Pumping Equipment (325)	0	0	17
Diesel Pumping Equipment (326)	0	0	18
Hydraulic Pumping Equipment (327)	0	0	19
Other Pumping Equipment (328)	0	0	20
Total Pumping Plant	0	0	
WATER TREATMENT PLANT			
Land and Land Rights (330)	0	0	21
Structures and Improvements (331)	0	0	22
Water Treatment Equipment (332)	0	0	23
Total Water Treatment Plant	0	0	
TRANSMISSION AND DISTRIBUTION PLANT			
Land and Land Rights (340)	63,579	0	24
Structures and Improvements (341)	0	0	25

WATER UTILITY PLANT IN SERVICE (cont.)

Accounts (d)	Retirements During Year (e)	Adjustments Increase or (Decrease) (f)	Balance End of Year (g)	
INTANGIBLE PLANT				
Organization (301)	0	0	0	1
Franchises and Consents (302)	0	0	0	2
Miscellaneous Intangible Plant (303)	0	0	0	3
Total Intangible Plant	0	0	0	
SOURCE OF SUPPLY PLANT				
Land and Land Rights (310)	0	0	0	4
Structures and Improvements (311)	0	0	0	5
Collecting and Impounding Reservoirs (312)	0	0	0	6
Lake, River and Other Intakes (313)	0	0	0	7
Wells and Springs (314)	0	0	0	8
Infiltration Galleries and Tunnels (315)	0	0	0	9
Supply Mains (316)	0	0	0	10
Other Water Source Plant (317)	0	0	0	11
Total Source of Supply Plant	0	0	0	
PUMPING PLANT				
Land and Land Rights (320)	0	0	0	12
Structures and Improvements (321)	0	0	0	13
Boiler Plant Equipment (322)	0	0	0	14
Other Power Production Equipment (323)	0	0	0	15
Steam Pumping Equipment (324)	0	0	0	16
Electric Pumping Equipment (325)	0	0	0	17
Diesel Pumping Equipment (326)	0	0	0	18
Hydraulic Pumping Equipment (327)	0	0	0	19
Other Pumping Equipment (328)	0	0	0	20
Total Pumping Plant	0	0	0	
WATER TREATMENT PLANT				
Land and Land Rights (330)	0	0	0	21
Structures and Improvements (331)	0	0	0	22
Water Treatment Equipment (332)	0	0	0	23
Total Water Treatment Plant	0	0	0	
TRANSMISSION AND DISTRIBUTION PLANT				
Land and Land Rights (340)	0		63,579	24
Structures and Improvements (341)	0	0		25

WATER UTILITY PLANT IN SERVICE

1. All adjustments, corrections and reclassifications should be reported in Column (f), Adjustments.
2. Explain fully as a schedule footnote the nature of all entries reported in Column (f), Adjustments.
3. Explain as a schedule footnote the dollar additions and retirements reported in Columns (c) and (e) for each account over \$10,000 not supported by statistical schedules.
4. Use only the account titles listed. If the utility has subaccounts other than account 372.1, combine them into one total and detail by subaccount as a schedule footnote.

Accounts (a)	Balance First of Year (b)	Additions During Year (c)	
TRANSMISSION AND DISTRIBUTION PLANT			
Distribution Reservoirs and Standpipes (342)	0	0	26
Transmission and Distribution Mains (343)	2,753,602	365,291	27
Fire Mains (344)	0	0	28
Services (345)	662,879	120,817	29
Meters (346)	121,183	96,012	30
Hydrants (348)	370,591	76,780	31
Other Transmission and Distribution Plant (349)	0	0	32
Total Transmission and Distribution Plant	3,971,834	658,900	
GENERAL PLANT			
Land and Land Rights (370)	0	0	33
Structures and Improvements (371)	105,533	328,671	34
Office Furniture and Equipment (372)	13,871	19,899	35
Computer Equipment (372.1)	7,784	10,306	36
Transportation Equipment (373)	25,590	0	37
Other General Equipment (379)	31,972	4,709	38
Other Tangible Property (390)	0	0	39
Total General Plant	184,750	363,585	
Total utility plant in service directly assignable	4,156,584	1,022,485	
Common Utility Plant Allocated to Water Department	0	0	40
Total utility plant in service	4,156,584	1,022,485	

WATER UTILITY PLANT IN SERVICE (cont.)

Accounts (d)	Retirements During Year (e)	Adjustments Increase or (Decrease) (f)	Balance End of Year (g)	
TRANSMISSION AND DISTRIBUTION PLANT				
Distribution Reservoirs and Standpipes (342)	0	0	0	26
Transmission and Distribution Mains (343)	0	0	3,118,893	27
Fire Mains (344)	0	0	0	28
Services (345)	0	0	783,696	29
Meters (346)	17,196	23,125	223,124	30
Hydrants (348)	0	0	447,371	31
Other Transmission and Distribution Plant (349)	0	0	0	32
Total Transmission and Distribution Plant	17,196	23,125	4,636,663	
GENERAL PLANT				
Land and Land Rights (370)	0	0	0	33
Structures and Improvements (371)	0	0	434,204	34
Office Furniture and Equipment (372)	0	0	33,770	35
Computer Equipment (372.1)	0	0	18,090	36
Transportation Equipment (373)	0	0	25,590	37
Other General Equipment (379)	0	(23,125)	13,556	38
Other Tangible Property (390)	0	0	0	39
Total General Plant	0	(23,125)	525,210	
Total utility plant in service directly assignable	17,196	0	5,161,873	
Common Utility Plant Allocated to Water Department	0	0	0	40
Total utility plant in service	17,196	0	5,161,873	

SOURCE OF SUPPLY, PUMPING AND PURCHASED WATER STATISTICS

Expanded definitions of the three types of accounted-for water reported on this schedule are included in the schedule Help and in the Reference Manual Schedule Reference Sheet.

Sources of Water Supply					
Month	Purchased Water Gallons (000's)	Surface Water Gallons (000's)	Ground Water Gallons (000's)	Total Gallons All Methods (000's)	
(a)	(b)	(c)	(d)	(e)	
January	5,770	0	0	5,770	1
February	4,860	0	0	4,860	2
March	5,600	0	0	5,600	3
April	5,770	0	0	5,770	4
May	6,350	0	0	6,350	5
June	6,490	0	0	6,490	6
July	11,250	0	0	11,250	7
August	7,940	0	0	7,940	8
September	7,430	0	0	7,430	9
October	6,340	0	0	6,340	10
November	5,870	0	0	5,870	11
December	7,188	0	0	7,188	12
Total annual pumpage	80,858	0	0	80,858	
Less: Water sold				63,857	13
Volume pumped but not sold				17,001	14
Volume sold as a percent of volume pumped				79%	15
Volume used for water production, water quality and system maintenance				12,507	16
Volume related to equipment/system malfunction				0	17
Non-utility volume NOT included in water sales				24	18
Total volume not sold but accounted for				12,531	19
Volume pumped but unaccounted for				4,470	20
Percent of water lost				6%	21
If more than 25%, indicate causes and state what action has been taken to reduce water loss: N/A					22
Maximum gallons pumped by all methods in any one day during reporting year (000 gal.)				510	23
Date of maximum: 7/8/2002					24
Cause of maximum: Main Flushing					25
Minimum gallons pumped by all methods in any one day during reporting year (000 gal.)				141	26
Date of minimum: 1/30/2002					27
Total KWH used for pumping for the year				0	28
If water is purchased: Vendor Name: CITY OF APPLETON					29
Point of Delivery: 2005 MIDWAY ROAD					30

SOURCES OF WATER SUPPLY - GROUND WATERS

Location (a)	Identification Number (b)	Depth in feet (c)	Well Diameter in inches (d)	Yield Per Day in gallons (e)	Currently In Service? (f)
-----------------	---------------------------------	-------------------------	-----------------------------------	------------------------------------	---------------------------------

NONE

SOURCES OF WATER SUPPLY - SURFACE WATERS

Location (a)	Intakes			
	Identification Number (b)	Distance From Shore in feet (c)	Depth Below Surface in feet (d)	Diameter in inches (e)
NONE				

PUMPING & POWER EQUIPMENT

1. Use a separate column for each pump.
2. Indicate purpose of pump by: P for primary (from source to reservoir, treatment or distribution system), B for booster (from reservoir or treatment to distribution system, or within distribution system), or S for standby pumping equipment.
3. Indicate destination (of water pumped) by: R for reservoir, T for treatment or D for distribution system.

Particulars (a)	Unit A (b)	Unit B (c)	Unit C (d)
--------------------	---------------	---------------	---------------

NONE

RESERVOIRS, STANDPIPES & WATER TREATMENT

1. Identify as R (reservoir), S (standpipe) & ET (elevated tank).
2. Use a separate column for each using additional copies if necessary.
3. Enter elevation difference between highest water level in S or ET, (or R only on an elevated site) and the water main where the connection to the storage begins branching into the distribution system.

Particulars (a)	Unit A (b)	Unit B (c)	Unit C (d)
----------------------------------	-----------------------------	-----------------------------	-----------------------------

NONE

WATER MAINS

1. Report mains separately by pipe material, function, diameter and either within or outside the municipal boundaries.
2. Identify pipe material as: L (Lead), M (Metal for all other metal excluding lead), A (Asbestos-cement), or P (Plastic for plastic and all other non-metal excluding asbestos-cement).
3. Identify function as: T (Transmission), D (Distribution) or S (Supply).
4. Explain all reported adjustments as a schedule footnote.
5. For main additions reported in column (e), as a schedule footnote:
 - a. Explain how the additions were financed.
 - b. If assessed against property owners, explain the basis of the assessments.
 - c. If the assessments are deferred, explain.

Number of Feet								
Pipe Material (a)	Main Function (b)	Diameter in Inches (c)	First of Year (d)	Added During Year (e)	Retired During Year (f)	Adjustments Increase or (Decrease) (g)	End of Year (h)	
P	D	6.000	24,349	44	0	0	24,393	1
P	D	8.000	46,470	7,992	0	0	54,462	2
P	D	10.000	37,977	2,557	0	0	40,534	3
Total Within Municipality			108,796	10,593	0	0	119,389	
P	D	6.000	1,363	0	0	0	1,363	4
P	D	8.000	24,195	8,152	0	0	32,347	5
P	D	10.000	3,749	769	0	0	4,518	6
Total Outside of Municipality			29,307	8,921	0	0	38,228	
Total Utility			138,103	19,514	0	0	157,617	

WATER SERVICES

1. Explain all reported adjustments as a schedule footnote.
2. Report in column (h) the number of utility-owned services included in columns (c) through (g) which are temporarily shut off at the curb box or otherwise not in use at end of year.
3. For services added during the year in column (d), as a schedule footnote:
 - a. Explain how the additions were financed.
 - b. If assessed against property owners, explain the basis of the assessments.
 - c. If installed by a property owner or developer, explain the basis of recording the cost of the additions, the total amount and the number of services recorded under this method.
 - d. If any were financed by application of Cz-1, provide the total amount recorded and the number of services recorded under this method.
4. Report services separately by pipe material and diameter.
5. Identify pipe material as: L (Lead), M (Metal for all other metal excluding lead), A (Asbestos-cement) or P (Plastic for plastic and all other non-metal excluding asbestos-cement).

Pipe Material (a)	Diameter in Inches (b)	First of Year (c)	Added During Year (d)	Removed or Permanently Disconnected During Year (e)	Adjustments Increase or (Decrease) (f)	End of Year (g)	Utility Owned Services Not In Use at End of Year (h)	
P	1.000	1,166	258	0	0	1,424	244	1
P	2.000	5	0	0	0	5	0	2
P	3.000		1	0	0	1	0	3
P	4.000	1	0	0	0	1	0	4
Total Utility		1,172	259	0	0	1,431	244	

METERS

1. Include in Columns (b), (c), (d), (e) and (f) meters in stock as well as those in service.
2. Report in Column (c) all meters purchased during the year and in Column (d) all meters junked, sold or otherwise permanently retired during the year.
3. Use Column (e) to show correction to previously reported meter count because of inventory or property record corrections.
4. Totals by size in Column (f) should equal same size totals in Column (o).
5. Explain all reported adjustments as a schedule footnote.

Number of Utility-Owned Meters

Size of Meter (a)	First of Year (b)	Added During Year (c)	Retired During Year (d)	Adjustments Increase or (Decrease) (e)	End of Year (f)	Tested During Year (g)	
0.625	1,396	100	291	0	1,205	162	1
0.750	2	0	2	0	0	0	2
1.000	8	3	2	0	9	0	3
1.500	1	0	0	0	1	0	4
2.000	12	2	0	0	14	0	5
4.000	1	0	0	0	1	0	6
Total:	1,420	105	295	0	1,230	162	

Classification of All Meters at End of Year by Customers

Size of Meter (h)	Residential (i)	Commercial (j)	Industrial (k)	Public Authority (l)	Wholesale, Inter-Department or Utility Use (m)	In Stock and Deduct Meters (n)	Total (o)	
0.625	1,137	24	0	2	1	41	1,205	1
0.750	0	0	0	0	0	0	0	2
1.000	6	0	1	0	0	2	9	3
1.500	1	0	0	0	0	0	1	4
2.000	0	13	1	0	0	0	14	5
4.000	0	1	0	0	0	0	1	6
Total:	1,144	38	2	2	1	43	1,230	

HYDRANTS AND DISTRIBUTION SYSTEM VALVES

1. Distinguish between fire and flushing hydrants by lead size.
 - a. Fire hydrants normally have a lead size of 6 inches or greater.
 - b. Record as a flushing hydrant where the lead size is less than 6 inches or if pressure is inadequate to provide fire flow.
2. Explain all reported adjustments in the schedule footnotes.
3. Report fire hydrants as within or outside the municipal boundaries.

Hydrant Type (a)	Number In Service First of Year (b)	Added During Year (c)	Removed During Year (d)	Adjustments Increase or (Decrease) (e)	Number In Service End of Year (f)	
Fire Hydrants						
Outside of Municipality	62	23	0	0	85	1
Within Municipality	216	23	0	0	239	2
Total Fire Hydrants	278	46	0	0	324	
Flushing Hydrants						
	0	0	0	0	0	3
Total Flushing Hydrants	0	0	0	0	0	

NR811.08(5) recommends that a schedule shall be adopted and followed for operating each system valve and hydrant at least once each two years. Please provide the number operated during the year

Number of hydrants operated during year:	324
Number of distribution system valves end of year:	786
Number of distribution valves operated during year:	396

WATER OPERATING SECTION FOOTNOTES

Water Operating Revenues - Sales of Water (Page W-02)

The Public Fire Protection Service account (#463) required a "1" inserted. This additional "1" increased the Waverly Sanitary District's correct customer count from 1,187 count to 1,188.

Sales for Resale (Acct. 466) (Page W-03)

This page does not apply to the Waverly Sanitary District.

Water Operation & Maintenance Expenses (Page W-05)

Acct 600-Line 1: Year 2002 increase reflects the secondary operator's adjusted non-probationary wage. It also reflects the part-time seasonal positions (3) created due to required work load.

Acct 620-Line 3: The Edit Check listing prompted this footnote - the amount recorded reflects the metering pits' electrical costs for the year.

Acct 640-Line 5: Year 2002 reflects a substantial increase when compared to 2001 due to increases in development projects and system expansion required supplies.

Acct 650-Line 6: Year 2002 reflects over a 30% decrease due to fewer required repairs to the general plant facility.

Acct 660-Line 7: Year 2002 reflects a seven (7) month vehicle lease necessary for the number of employees and the year's development activities/work load.

Acct 682-Line 10: Year 2002 reflects an approximate 45% decrease based on the termination of outside service assistance since the additional seasonal employees completed the required work.

Acct 689-Line 14: Explanation N/A - variance less than \$2,000

Water Utility Plant in Service (Page W-08)

Acct. 346 and Acct. 379 were corrected as instructed in the PSC's 8/7/02 correspondence. The \$23,125 adjustment reflects the reclassification of the meter radio reads that were purchased during 2001 and improperly reported in Acct.#379 versus correctly reported in Acct. #346.

Acct. 346 also reflects the \$17,196 cost of meter retirement during year 2002.

Acct. 371 states the new office/shop facility's cost incurred during 2002.

Acct. 372 reflects the new facility's furnishings and office equipment.

Acct. 372.1 states the cost of new computer equipment/system for the facility.

Water Mains (Page W-15)

Col.E represents the addition of seven (7) completed/accepted development projects that were not financed by the Waverly Sanitary District. All development costs were funded by the private developers.

WATER OPERATING SECTION FOOTNOTES

Water Services (Page W-16)

Col.D:

The service additions were paid entirely by the private developers.

The basis of recording is the installed cost per the contractors' final cost and quantities statements.

The total amount of \$120,817 reflects the 259 additional services installed during year 2002.
